

## What You Need to Know for the 2011-2012 Reporting Cycle

NIFA Reporting Portal (will be used to access POW system, targeted for early September 2011):

<https://portal.nifa.usda.gov/portal/front/login?service=http%3A%2F%2Fportal.nifa.usda.gov%2Fportal%2F>

Plan of Work Reporting System (via the NIFA Reporting Portal as of September 2011): <http://pow.nifa.usda.gov>

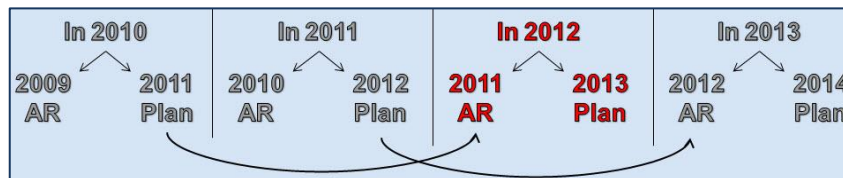
AREERA Plan of Work Website: <http://www.nifa.usda.gov/business/reporting/planrept/plansofwork.html>

POW Newsletters: [http://www.nifa.usda.gov/business/reporting/planrept/pow\\_newsletters.html](http://www.nifa.usda.gov/business/reporting/planrept/pow_newsletters.html)

Reporting Web Conference Website: <http://www.nifa.usda.gov/rwc>

### Reporting Cycle & Dates to Remember

- In the 2012 Reporting Year, institutions will submit their 2011 Annual Reports and 2013-2017 Plans of Work.
- All new POW system users should attend the October 13<sup>th</sup> Reporting Web Conference to learn about POW policies and reporting system navigation.
- Remember that the 2011 Annual Report you are editing in the system is pre-populated with information (state defined outcomes, indicators, etc.) contained in your 2011 Plan of Work (which you submitted back in 2010). Therefore, you may need to add the mandatory priority areas in your Annual Report if you did not previously enter them in your 2011 POW.
- See graphic for a visual representation of the rolling cycle and how Plans and ARs relate to one another. The curved arrows depict how ARs are generated off of the POW that was submitted two years prior.



### National Outcomes & Indicators

The new national outcomes and indicators will first appear in all 2013-2017 Plans of Work (due April 1, 2012). NIFA's expectation is for states to indicate in their 2013 Plans which outcomes and indicators they plan to report against in the following year's Annual Report (2012 Annual Report, due April 1, 2013). The purpose of this is to give your NIFA reviewers an understanding of which outcomes/indicators they should expect to see reported on in the following year's annual report. More training on this topic will be provided via newsletters and Reporting Web Conferences. You can view the National Outcomes and Indicators [here](#) in order to start planning and talking about how your state/institution(s) will approach collecting these data.

### Changes for the 2012 Reporting Year

- All POW users must enter the system through the NIFA portal. Current users will be asked to activate their email address and reset their passwords; new users must send an email to [pow@nifa.usda.gov](mailto:pow@nifa.usda.gov) to request access.
- As part of the results from the 2008 Panel of Experts, states no longer need to include output targets in Plans.
- Other minor changes will be discussed in upcoming web conferences and newsletters.

### Contact Information:

- Sending an email to [pow@nifa.usda.gov](mailto:pow@nifa.usda.gov) will put you in touch with Katelyn Sellers, Bart Hewitt, and John Mingee (POW system technical support).
- Katelyn Sellers, POW Administrator, USDA-NIFA, 202-401-5482, [ksellers@nifa.usda.gov](mailto:ksellers@nifa.usda.gov)
- Bart Hewitt, Director, PARS, USDA-NIFA, 202-720-0747, [bhewitt@nifa.usda.gov](mailto:bhewitt@nifa.usda.gov)